

MINUTES
Community Center Advisory Board
Village of Key Biscayne, Florida
Thursday, March 10, 2004

Key Biscayne Community Center
10 Village Green Way

7:00 P.M.

CALL TO ORDER/ROLL CALL OF MEMBERS: The meeting was called to order at 7:37 PM. Present were board members Sixto Campano, Bonnie Cooper, Catherine Dowd, Donna Rice and Susie Westfall. Also present were Councilmember Weinman Diane Koehn, Liz Pesch, Amy Echy, and staff members Todd Hofferberth and Maite Miyares.

Ms. Dowd made a motion to approve the minutes, Ms. Cooper seconded the motion, and the minutes were approved.

The committee discussed the toddler room. Pat Weinman introduced Diane Koehn, Amy Echy and Liz Pesch. They distributed a diagram of how the toddler room should be laid out. They recommended that the children in the babysitting program should be no younger than 1 year old. They suggested that staff split the room with physical dividers one side for 2 years and younger and the other side to be for those children 2 to 5 years old, such as a preschool setting. They feel that the Center should try to hire professionals instead of just caregivers. They suggested that there should be some sort of a lesson plan. They also suggested that the room be staffed with three staff members. The committee discussed creating an advisory board for the toddler room that will review the lesson plans and provide guidance. The ladies reiterated that the boundaries and dividers are crucial.

The committee discussed the teen room. The committee discussed different ways to draw in teens. Ms. Rice stated that she feels the teens do not want to stay in one spot, that the teens would like to go to different areas around the building. The committee discussed a once a month "teen night". The committee discussed having a mailing list for the teens. The committee would like staff to begin a marketing campaign in order to gather the most the teen's e-mails. The committee discussed purchasing dimmers for the room lights. Mr. Hofferberth reported that the dimmers will be installed in the multipurpose room first, and then they will get a cost estimate for the game room. Councilmember Weinman discussed purchasing a "Danceomatic".

Mr. Hofferberth discussed the Community Center Update. The Website will be up by the end of this month. The signs are up. The balcony locks are new so that the kids cannot get outside and the work on the balcony can begin. The TV's in the wellness center have been fixed so that people need to use their headphones. Staff has already started receiving bids on the pool blanket. The backstrokes flags are in and the new cameras are in. The employee time clock system will begin March 27, 2005. Ken Ballard will be

here on April 21, 2005. Mr. Hofferberth gave an update on Zoom. Mr. Hofferberth will e-mail the contract to the advisory board. The bid was accepted for all the sound equipment for the theater component of the multipurpose room. The committee discussed the Trainer Policy. The committee agrees with the new policy. The committee will review the rules and regulations with the changes that Ms. Cooper proposed.

The committee reviewed the memo of understanding between the Community Foundation and the Village of Key Biscayne. The committee will discuss this item at the next agenda. The committee will also discuss special recognition rights.

The committee began the cultural activities discussion. Ms. Westfall and the Village Manager will meet with the director of the Dade County Cultural Affairs Committee to discuss how they can help this community create a board.

The committee requested a budget report at the next meeting. The committee discussed security issues. The committee discussed issues involving adult soccer and adult basketball. Mr. Hofferberth discussed having adult soccer as a program instead of as a pick up game.

Next Meeting: March 31, 2005 at 7:00pm.

The meeting was adjourned at 9:31 PM by Ms. Westfall.